

**BOARD OF AGENTS - SILAS BRONSON LIBRARY**  
**MINUTES - March 22, 2016**

**PRESENT:** President Gambini, Vice President Ogrodnik, Agents Albini, Beatty, Decarlo, Harrell, Perugini, Ranando, Ryan

**ALSO:** Director Raechel Guest, Accountant Heidi Barbieri, Charlotte Williams

**CALL TO ORDER:** President Gambini called the meeting to order at 4:08 p.m.

**AGENDA: MMSP** (Perugini, Decarlo) to approve the agenda as published.

**MINUTES: MMSP** (Perugini, Decarlo) to approve the January 26, 2016 minutes as submitted (no meeting held in February).

**COMMUNICATIONS/PUBLIC COMMENT:**

Sunshine Fund - Agent Beatty talked briefly about the Sunshine Fund and the need to replenish the account.

**DIRECTOR'S REPORT—part of board packet:**

Director Guest discussed some work that had recently been done in the library. The dimmer in the main reading room has a flaw; the security gates were beeping erroneously and had been removed from the wall during the renovation which required some rewiring inside. Some updates will be done to the Circulation desk and the monitors are now up and running.

National Library Week is April 10-16 and we are participating in Libraries Transform, part of the national campaign. This encourages members of the public to tell how the library impacts their lives. We are collecting stories to boost a positive image of the library. As part of the celebration, we will have a host of programs going on all week, including the finale on April 16, where programs will be going on all day. One highlight is stories being read to children by civic and community leaders. Director Guest plans to take pictures for Facebook inclusion. Spring break week for the Children's Room will be especially busy, where they will plan another week of programming for children to help keep them entertained while they are on break.

Director Guest also noted that we have designated an area of quiet study next to the Friends book store.

**FINANCE—part of board packet:**

Director Guest is also meeting with vendors for eMedia, music and movies, which we hope to add in the next fiscal year.

Accountant Heidi Barbieri was introduced to the board. She has been working on budget spreadsheets for the board's approval. Director Guest asked the board to look over the drafts to see if there was anything else that you wish to see on the reports.

Copies of the most recent financial reports for the City and Bronson fund were distributed for review.

**POLICY:** No report.

**LEGISLATIVE:** No report.

**BUILDING AND GROUNDS:**

Fudges Colonial News, one of our newspaper vendors, closed abruptly and we are working on getting the newspapers directly from the vendor. In the meantime, we have been getting our papers from Grand News.

**FRIENDS OF LIBRARY:** No report

**HALL OF FAME:** Director Guest stated we need to elect a new board member as the Hall of Fame representative, replacing Rosalie Bowler. **MMSP** (Ryan, Perugini) to elect Tim Decarlo.

**OTHER:**

Director Guest will be interviewing three candidates for two Librarian II positions this week.

There was a great article listed in the March 8 edition of the Waterbury Republican-American, as well as Director Guest's Check It Out Column, located in the April edition of the Waterbury Observer.

In the Director's quest of trying to keep our patrons informed of all the library's upcoming events, we are offering to contact patrons by email. You can sign up at [bronsonlibrary.org/emailsSignup](http://bronsonlibrary.org/emailsSignup) to enter your email address for the latest library happenings.

**OLD BUSINESS:** None

**NEW BUSINESS:**

A discussion about the terms of some of the board ensued. Director Guest stated that some of the agents term ending dates were not correct. Alderwoman Cummings stated she would try to help us correct this; we will send her the information we have.

**MMSP** (Ryan, Beatty) to approve payment of Bronson bills of \$366.51

**MMSP** (Beatty, Ryan) to approve payment of City bills of \$35,703.03

**ADJOURNMENT:** **MMSP** (Ryan, Perugini) to adjourn at 5:07 p.m.

**NEXT MEETING:** Tuesday, May 24, 2016 - 4:00 p.m.

Respectfully submitted:

Charlotte Williams for **Joan Rossi**, Secretary